

Klein Collins Band Association
General Membership Meeting Minutes
December 3, 2012

- **Call to Order at the Klein Collins High School Band Hall at 7:00 pm. Fourteen (14) members were in attendance.**

- **Reading and approval of last month's meeting notes**
 - Minutes of the last meeting were presented. A motion to accept made by Barb Leland and seconded by Wes Carr.
 - It was noted that a correction was needed indicating that the hoodie design is still in the works.
 - The motion was amended to include the correction and passed unanimously.

- **Report of the Board**
 - *Treasurer/Budget Report*
 - Doug Salvatore discussed Balance Sheet as distributed. He reiterated that "Unrestricted Net Assets" is the carryover funds from last year.
 - The organization is in roughly same cash position as last year. At about 50% of budget.
 - Budget – On-track with budget as planned. Figures are up to date.
 - Football Program figures are not complete yet.
 - Programs and thank you letters have been sent to companies who advertised with us.
 - Wes asked if all receipts have been entered for props? It appears yes.
 - Debbie Rittenhouse discussed collection efforts for band fees still due
 - We have about 40 students with outstanding fees.
 - 34 letters requesting payments have been sent.
 - Response so far is weak.
 - Doug explained that we are now able to send electronic billing via Intuit. Being tested on Winterguard. These are sent to the band/guard member's parent or personal email address.
 - *Volunteer hours*
 - Prior to August 171.5 hours.
 - August 1,153 hours
 - September 1,265 hours
 - October 1,219 hours
 - November 465 hours
 - Total 4,274 total hours
 - *Fundraising*
 - Thank you notes were sent to those who purchased ads in the Football programs.
 - Spirit Sales will be set up for holiday reception.
 - *Governance*
 - Chaperones – no activity at present
 - *Vice-President*
 - Pit Crew
 - Wes mentioned that a work party will be set up to clean up garage & recycle pieces of the props.
 - *President*
 - Communications
 - The web site has been updated with a Spirit Sales page
 - 1 correction needed
 - The Media page updated to make it simpler to get to Flickr & videos
 - Color Guard
 - Winterguard squad has been selected and includes 16 members
 - The floor painted, practices have started, title of the show is "Comforting Sounds"

- **Old Business**

- *Holiday Reception*

- Dec 20, 6:00 pm reception begins
- Arrangements (Diane) –
 - Bakers needed – 11 volunteers so far. Reminders to be sent.
 - Piano to be available again.
 - Need coffeemakers (in garage)

- *Audit Results*

- Completed in November by Tonya Farmer, Dawna Branum & Doug Salvatore
- Result showed good standing
- Suggestions
 - 3rd party to reconcile bank statement monthly (as view only)
 - Payments method
 - Debit card has risk, may want to switch to other method like credit card.

- *Band Banquet at KISD MPC*

- Catering prices look very feasible
- After New Year, start looking to get set up and make firm arrangements.

- **New Business**

- *By-Laws & Board/Committee job descriptions*

- Review & update as needed
- More discussion at next meeting
- Officers will make suggestions, then bring to general membership at subsequent meeting.

- *2013-2014 budget process starting*

- To be completed by April, if not earlier.

- *Other*

- Barb Leland commented that the buyout for fundraiser worked well.

- **Band Directors' Report**

- Ms. Streit

- Uniform hemming – trying not to hem for next year. Use snaps that are built into uniforms.
- Shoes – being organized in uniform room.
- Band hall cleaned out last week.
- Region band tryouts last week
- Dec 19 – orchestra concert

- Mr. McIntyre

- Uniforms – email coming out (this Saturday) to get all uniforms washed. Response been good before.

- **Upcoming dates**

- Ms. Streit will be sending monthly newsletter

- **Recruiting for new KCBA members/board**

- Encourage

- **Adjournment**

- At 7:57 pm, Barb Leland moved to adjourn. This was seconded by Camille and passed.